



# WASHOE COUNTY PARCEL MAP REVIEW COMMITTEE **DRAFT** Meeting Minutes

## Parcel Map Review Committee Members

Rob Pierce, Planning Commission  
James English, Health District  
Wayne Handrock, Engineering  
Christopher Bronczyk, Planning and Building  
Dale Way, Truckee Meadows Fire Protection District

Thursday, March 9, 2023  
2:00 p.m.

**REMOTE TECHNOLOGY MEETING ONLY**

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The Washoe County Parcel Map Review Committee met in a schedule session on Thursday, March 9, 2023. This meeting was held via Zoom teleconference.

The meeting was televised live and replayed on the Washoe Channel at: <https://www.washoecounty.gov/mgrsoff/Communications/wctv-live.php>, and can also be found on YouTube at: <https://www.youtube.com/user/WashoeCountyTV>.

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### 1. Call to Order and Determination of Quorum [Non-action item]

Chair Bronczyk called the meeting to order at 2:00 p.m. The following Committee members and staff were present:

Departments represented:

- Community Services Department (CSD)  
Wayne Handrock, Engineering  
Christopher Bronczyk, Planning and Building
- Health District  
Wes Rubio
- Planning Commission  
Rob Pierce
- Truckee Meadows Fire Protection District  
Dale Way

Members Absent: None

Staff present: Adriana Albarran, Recording Secretary  
Jennifer Gustafson, Deputy District Attorney, District Attorney's Office

### 2. Ethics Law Announcement [Non-action item]

Deputy District Attorney Jennifer Gustafson recited the Ethics Law standards.

### 3. Appeal Procedure [Non-action item]

Chair Bronczyk recited the appeal procedure for items heard before the Parcel Map Review Committee.

### 4. Public Comment [Non-action item]

With no response to the call for public comment, the period was closed.

**5. Approval of March 9, 2023, Agenda [For possible action]**

Wes Rubio moved to approve the agenda for the March 9, 2023, meeting as written. The motion, seconded by Rob Pierce, passed unanimously with a vote of 5 to 0.

**6. Approval of February 9, 2023, Draft Minutes [For possible action]**

Wes Rubio moved to approve the minutes for the February 9, 2023, Parcel Map Review Committee meeting as written. The motion, seconded by Rob Pierce, passed unanimously with a vote of 5 to 0.

**7. Project Review Items [For possible action]**

**A. Tentative Parcel Map Case Number WTPM23-0001 (Jauron Family – Carol Drive) [For possible action]** – For hearing, discussion, and possible action to approve a tentative parcel map dividing a 2.47-acre parcel into 4 parcels of 0.28 acres, 0.28 acres, 0.28 acres and 1.64 acres.

- Applicant/Property Owner: Jauron Family LLC
- Location: 5160 Carol Drive
- APN: 085-852-14
- Parcel Size: 2.47 acres
- Master Plan: Suburban Residential
- Regulatory Zone: Medium Density Suburban (MDS)
- Area Plan: Sun Valley
- Development Code: Authorized in Article 606, Parcel Maps
- Commission District: 3 – Commissioner Garcia
- Staff: Katy Stark, Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.3618
- Email: krstark@washoecounty.gov

Planner Stark provided a presentation. Applicant representative, Ryan Sims with Axion Engineering was available for questions and had no comments or objections.

With no response to the call for public comment, the public comment period was closed.

There were no further comments or questions from the members.

**Motion** Wayne Handrock moved that, after giving reasoned consideration to the information contained within the staff report and the information received during the public meeting, that the Washoe County Parcel Map Review Committee approve Parcel Map Case Number WTPM23-0001 for Jauron Family LLC, subject to the conditions of approval included as Exhibit A with the staff report, and make the determination that the following criteria is or will be adequately provided for pursuant to Washoe County Code, Section 110.606.30(e):

- 1) General improvement considerations for all parcel maps including, but not limited to:
  - (i) Environmental and health laws and regulations concerning water and air pollution, the disposal of solid waste, facilities to supply water, community or public sewage disposal and, where applicable, individual systems for sewage disposal.
  - (ii) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the parcels of land being created.
  - (iii) The availability and accessibility of utilities.
  - (iv) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks.
  - (v) Conformity with the zoning ordinances and master plan.

- (vi) General conformity with the governing body's master plan of streets and highways.
- (vii) The effect of the proposed division of land on existing public streets and the need for new streets or highways to serve the parcels of land being created.
- (viii) Physical characteristics of the land such as floodplain, slope and soil.
- (ix) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive.
- (x) The availability and accessibility of fire protection including, but not limited to, the availability and accessibility of water and services for the prevention and containment of fires including fires in wild lands.
- (xi) Community antenna television (CATV) conduit and pull wire.
- (xii) Recreation and trail easements.

Dale Way seconded the motion which carried unanimously with a vote of 5 to 0.

**B. Amendment of Conditions Case Number WAC23-0001 (Mer Mac St.) for WTPM21-0018 [For possible action]** – For hearing, discussion, and possible action to add a reference to a 40-foot-wide roadway and utility easement on Mer Mac Street (APN: 081-031-69) that was not labeled on either the tentative parcel map submittal or the recorded final parcel map for Case Number WTPM21-0018.

- Applicant: Panattoni Development
- Property Owner: Peavine Investor LLC
- Location: Mer Mac Street off North Virginia Street
- APN: 081-031-69
- Parcel Size: A portion of a 40.685-acre parcel
- Master Plan: Rural Residential (RR)
- Regulatory Zone: High Density Rural (HDR)
- Area Plan: North Valleys
- Development Code: Authorized in Article 804
- Commission District: 5 – Commissioner Herman
- Staff: Julee Olander, Planner  
Washoe County Community Services Department  
Planning and Building Division
- Phone: 775.328.3627
- Email: jolander@washoecounty.gov

Planner Olander provided a presentation. Applicant representatives Eric Sage was available to answer questions. He confirmed that the purpose of the application was to include easement details that were erroneously left out previously.

Wayne Handrock disclosed that he spoke with representative, Eric Sage; however, it was informational only. The conversation would not affect his judgment.

With no response to the call for public comment, the public comment period was closed.

There were no further comments or questions from the members.

**Motion** Wes Rubio moved that, after giving reasoned consideration to the information contained within the staff report and the information received during the public meeting, that the Washoe County Parcel Map Review Committee approve Amendment of Conditions Case Number WAC23-0001 for Panattoni Development Company, subject to the conditions of approval included as Exhibit A with the staff report, and make the determination that the following criteria is or will be adequately provided for pursuant to Washoe County Code, Section 110.606.30(e):

- 1) General improvement considerations for all parcel maps including, but not limited to:

- (i) Environmental and health laws and regulations concerning water and air pollution, the disposal of solid waste, facilities to supply water, community or public sewage disposal and, where applicable, individual systems for sewage disposal.
- (ii) The availability of water which meets applicable health standards and is sufficient for the reasonably foreseeable needs of the parcels of land being created.
- (iii) The availability and accessibility of utilities.
- (iv) The availability and accessibility of public services such as schools, police and fire protection, transportation, recreation and parks.
- (v) Conformity with the zoning ordinances and master plan.
- (vi) General conformity with the governing body's master plan of streets and highways.
- (vii) The effect of the proposed division of land on existing public streets and the need for new streets or highways to serve the parcels of land being created.
- (viii) Physical characteristics of the land such as floodplain, slope and soil.
- (ix) The recommendations and comments of those entities reviewing the tentative parcel map pursuant to NRS 278.330 and 278.348, inclusive.
- (x) The availability and accessibility of fire protection including, but not limited to, the availability and accessibility of water and services for the prevention and containment of fires including fires in wild lands.
- (xi) Community antenna television (CATV) conduit and pull wire.
- (xii) Recreation and trail easements.

Rob Pierce seconded the motion which carried unanimously with a vote of 5 to 0.

**8. Reports and Future Agenda Items** [Non-action item]

- A. Future Agenda Items - None
- B. Legal Information and Updates - None

**9. Public Comment** [Non-action item]

As there was no response to the call for public comment, the comment period was closed.

**10. Adjournment**

Chair Bronczyk made the motion to adjourn at 2:21 p.m.

Respectfully submitted,

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Adriana Albarran, Recording Secretary

Approved by Committee in session on April 13, 2023.

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Christopher Bronczyk, Chair  
Senior Planner